

**MINUTES OF THE CITY COUNCIL MEETING  
OF THE CITY OF GLENN HEIGHTS, TEXAS**

**AUGUST 25, 2015**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 25<sup>th</sup> day of August, 2015 the City Council of the City of Glenn Heights met in a special meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

**CITY COUNCIL:**

Leon Tate	*	Mayor
Arleen Layne	*	Council Member
Tony Bradley	*	Mayor Pro Tem
Kathy Dixon	*	Council Member
Ron Adams	*	Council Member
Glenn George	*	Council Member

**STAFF:**

Aretha Ferrell-Benavides	*	City Manager
David Hall	*	Managing Director
Othel Murphree	*	City Secretary
Phillip Prasifka	*	Chief of Police
Lakeita Sutton	*	Interim Director of Finance
Kacye Harvey	*	Organizational Development
Lauren Gray	*	Community Engagement
Jeremy Tennant	*	Senior Planner

**CONSULTANTS:**

Whitt L. Wyatt	*	City Attorney's Office
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<b>ABSENT:</b>	Elizabeth Cox	*	Council Member
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Mayor Tate called the meeting to order at 6:03 p.m.

**INVOCATION:** Pastor Bruce Anderson gave the invocation.

**PUBLIC COMMENT:** None

**AGENDA**

1. Discuss and review the approved City Healthcare Plan. (Requested by Councilwoman Layne)

Councilwoman Layne expressed her concern that by changing the medical insurance some employees may lose their doctor of choice.

The City Manager, Aretha Ferrell-Benavides, explained that information was provided to all city employees their healthcare options provided by the City.

2. Discuss and consider Ordinance O-27-12 establishing Rules of Order and Decorum for the City Council. (Requested by Councilman George)

Councilman George stated he wanted to review the Rules of Order and Decorum for the benefit of newly elected Councilman Adams. He also wanted each council members thoughts on the current Ordinance.

There was a discussion on the merits of the ordinance and the need for the Council to follow the rules as stated and a brief discussion on council attendance at council meetings.

The Council pledged to abide by the Roberts Rule of Order and Ordinance O-27-12 establishing Rules of Order and Decorum for the Council.

Councilman Adam requested that an item be placed on the agenda in 2 weeks to discuss Council attendance.

3. FY 2015/2016 Proposed Budget Workshop:  
▪ Personnel

Councilman Adams moved to open the workshop. Councilwoman Dixon made the second. The motion carried with the following vote:

**VOTE: 6 Ayes – Layne, Bradley, Dixon, Tate, Adams, and George**

Mayor Tate opened the workshop at 6:32 p.m.

The City Manager briefed the Council on the following during the workshop:

- Review 2015-2016 Final Personnel Budget and Proposal with Health Care Adjustment
- Review Departmental Staffing trends
- FY 2015-2016 Personnel Overview
  - FY 2014-15 Changes
    - ◆ New Positions
    - ◆ Position Changes/Salary Adjustments
  - FY 2015-16 Fiscal Impact
    - ◆ New Positions
    - ◆ Position Changes/Salary Adjustments

The Council had questions and requests on the following subjects:

- One additional police officer and patrol vehicle including cost
- Employee retention and employee turnover
- 2 seasonal employees for Public Works
- Performance Incentive
- Cost of living increase

Mayor Pro Tem Bradley moved to close the workshop. Councilman George made the second. The motion carried with the following vote:

**VOTE:           6       Ayes – Layne, Bradley, Dixon, Tate, Adams, and George**

Mayor Tate closed the workshop at 7:03 p.m.

4. Discuss a 2% cost of living increase for employees in the FY 2015/2016 budget. (Requested by Councilwoman Layne)

Councilwoman Layne stated she was in favor of a 2% cost of living increase for employees to be included in the FY 2015/2016 budget.

There was a discussion on funding a cost of living increase, a \$750.00 stipend and/or an incentive program in the FY 2015/2016 budget.

A question was brought forward that Councilwoman Layne could have a conflict of interest and should not participate in a discussions or vote on pay increases or employee incentives or stipends. The City Attorney, Whitt Wyatt briefly reviewed the matter and agreed that Councilwoman Layne could have a conflict of interest. He stated he would review the matter in more detail.

Councilwoman Dixon requested that a 2% or 3% cost of living increase and the \$750.00 stipend be placed on the next agenda for consideration.

5. Discuss and consider taking action adopting Resolution R-21-15 amending the Job Classification Table and Compensation Plan to provide for new positions, reclassification of existing positions, revised position titles and removing certain positions in the Job Classification Table.

Mayor Tate moved to approve Resolution R-21-15 amending the Job Classification Table and Compensation Plan to provide for new positions, reclassification of existing positions, revised position titles and removing certain positions in the Job Classification Table. Councilman George made the second. The motion carried with the following vote:

**VOTE:           5       Ayes – Layne, Bradley, Tate, Adams, and George**  
**1       Against –Dixon**

Mayor Tate called for a break at 8:02 p.m. and called the meeting back to order at 8:06 p.m.



6. Discuss creating a Letter of Support list for establishing City of Glenn Heights Independent School District or Charter School. (Requested by Mayor Tate)

Mayor Tate led the discussion on creating a Letter of Support list for establishing City of Glenn Heights Independent School District or Charter School. Staff provided a draft of a list of individuals that the City would ask to provide a Letter of Support.

7. Discuss creating a Zip Code change Letter of Support list for City of Glenn Heights, Texas. (Requested by Mayor Tate)

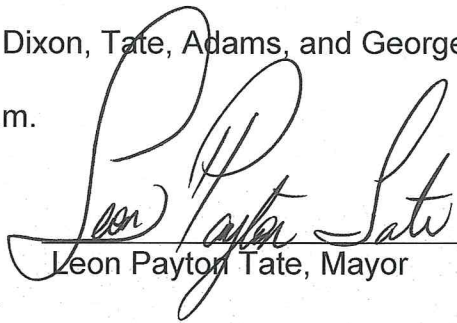
Mayor Tate led the discussion on requesting a Zip Code. Staff provided a draft of a list of individuals that the City would ask to provide a Letter of Support.

## ADJOURNMENT

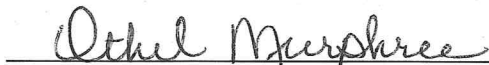
Councilwoman Dixon moved to adjourn. Councilman Adams made the second. The motion carried with the following vote:

**VOTE:**        **6**        **Ayes** – Layne, Bradley, Dixon, Tate, Adams, and George

Mayor Tate adjourned the meeting at 8:24 p.m.

  
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Leon Payton Tate, Mayor

Attest:

  
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Othel Murphree, City Secretary

**Passed and approved the 15<sup>th</sup> day of September, 2015.**